

Glocester Manton Free Public Library  
1137 Putnam Pike  
Chepachet, R.I. 02814

Technology Plan  
2002-2005

**Vision:**

The mission of the Glocester Manton Library is to provide free public access to those materials and services that meet the cultural, educational, and recreational needs and interests of the community.

The library will promote its mission through the strategic use of a variety of formats: print, audio, video, and electronic.

**Technology Assessment:**

Equipment

Circulation Computer: connected to CLAN & WWW; Windows '98, Ver. 2; CPU: Pentium III, 127 MB RAM.

OPAC: Connection to CLAN & WWW; Window '98, Ver. 2; CPU: Pentium III, 127 MB RAM.

Cataloging Computer: Connected to CLAN & WWW; Windows '98, Ver. 2; CPU: Pentium III, 127 MB RAM.

Patron Computers #'s 1-5: Connected to WWW; Windows '98, Ver. 2; Microsoft Office 2000; CPU: Pentium III, 127 MB RAM.

Patron Printers: 1 HP Deskjet 712c and 1 HP Deskjet 952c

Cataloging Printer: Epson LQ-570+

Scanner: HP Scanjet 5470c

Copy Machine: Konica 1212

Fax Machine: Brother Intellifax 1270

**Telecommunications:**

CLAN and World Wide Web telecommunications are provided by CLAN and are subject to CLAN's Technology Plan.

**Interface:**

Internet Explorer browsers are used on all computers for internet resources. The library maintains a homepage on the WWW that includes links to sites that have been selected by professional library staff for the public to use.

The public and staff use Microsoft Office 2000 for Windows '98. They also have access to numerous CR-ROM programs and a full-text on-line database accessible via the internet.

**Staff Skills:**

The current staff skills range from novice to competent. Half of the staff is skilled in using Windows, Internet, Microsoft Office, and CD-ROM products. During open hours, there is always at least one such person on staff. Education in this area is an ongoing process.

**Goals and Objectives:**

A. To continue to provide free public access to Electronic Information.

1. Attend all CLAN meetings so as to remain informed on new technologies.
2. Replace or upgrade existing PC's and software on an as needed basis. CLAN's Technology Specialist suggests a three or four year PC replacement schedule. As such, patron computer's #'s 1-2 will be replaced by FY 2002. Patron computers #3-5 will be replaced by FY 2005. The Windows operating system will be upgraded accordingly. Apply for Champlin Grants for these replacements.
3. Maintain CD-ROM technology while keeping abreast of new technology.

B. To promote the use of remote access to electronic information.

1. To update and expand library home page on World Wide Web prior to April 2002.
2. To assign web page maintenance duties to the Children's Librarian upon the increase of that position's hours on July 1, 2002.

C. To continue to educate staff and patrons on the use of electronic information technology.

1. Continue staff development throughout the year. Fund from library's education budgeted line item.
2. Continue to provide one-on-one training with patrons on an as needed basis.

**Evaluation:**

The Director and Board of Trustees will review this plan each year in March. This review will include results from patron surveys and computer use ledgers. Any changes, additions, or deletions will be attached to this plan and forwarded to OLIS.